

Montana Office of Public Instruction

Denise Juneau, State Superintendent



MontCAS Montana Comprehensive Assessment System August 2010

Welcome to *JUMP*, the OPI electronic assessment newsletter. *JUMP* is published several times during the year to announce important assessment and data events. It provides up-to-date information necessary for the administration of statewide assessments and the accompanying data collections.

- This issue of *JUMP* has several important schedules and dates for system, school, test coordinator, and *AIM* calendars. It also has information about online professional development opportunities.
- When new issues of *JUMP* are posted online, all System Test Coordinators and Authorized Representatives for each system are notified by email with a link to the specific issue.
- The link to previous JUMP newsletters is http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 4

2010-2011 Statewide Assessment Schedule

October 18 - November 19, 2010	English Language Proficiency Test, Grades K-12
January 20 - 21, 2011	OPI Assessment Conference, Billings
January 25 – February 28, 2011	NAEP, Grades 4 and 8, Reading and Math
February 9 - March 24, 2011	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science
March 1 – March 24, 2011	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science

Test Coordinator Information

If your system has a new System Test Coordinator this school year, please contact the Office of Public Instruction assessment staff with updated contact information. Please provide the Test Coordinator's name, email address, phone number, shipping address, and mailing address. OPI assessment staff contact information is at the end of this newsletter. Test Coordinator Information is also collected with schools' data during the Office of Public Instruction Annual Data Collection (ADC); however, timely important information will be sent to System Test Coordinators prior to the ADC Collection.

Spring 2010 CRT and CRT-Alternate Results

May 28, 2010: The CRT and CRT-Alternate Reading, Math, and Science System and School Summary Reports and Interactive Data and the MARS User Manual were posted on MARS on the secure Measured Progress iServices site: http://iServices.MeasuredProgress.org

- Select "Montana" or "Montana ALT" (either works for both CRT and CRT-ALT) from the dropdown menu and click "Enter."
 - o For the *User Manual*, select "Forms and Manuals"
 - Select MARS User Manual (pdf)
 - o For **MARS**
 - Select MARS
 - Enter your User Name and Password. These were assigned to systems and schools in June of 2008.
- If you need assistance, please contact Gayle Allen at OPI. gallen2@mt.gov or 406-444-3511
- Information on Content Standards:
 - The Spring 2010 and 2011 CRT and CRT-Alternate are aligned to the previous Reading and Math content standards. Because item development for new standards takes two school years, the Reading and Math content standards that are online on the following link will be aligned to the Spring 2012 CRT and CRT-Alternate; http://www.opi.mt.gov/Curriculum/Index.html?gpm=1 8#p7GPc1 8
 - O Until then, the previous standards are posted on the released items and *MARS* sites and should be used with the Spring 2010 released items and *MARS* data.
 - Spring 2010 released items site: <u>http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_8</u>)
 - MontCAS Presents MARS site: http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_3
 - The current Science CRT and CRT-Alternate are aligned to the current Science standards and are online at: http://www.opi.mt.gov/Curriculum/Index.html?gpm=1 8#p7GPc1 8

September 1: Measured Progress will mail printed individual student reports to System Test Coordinators for distribution to parents/guardians.

- Accompanying the reports will be the 2010 Interpretative Guide and cumulative file labels for each student.
- And, in response to requests for extra copies of the reports, PDF copies will be posted in the "Reports" section of MARS on September 1.
- The 2010 report format is different than in past years, and it is suggested that the 2010 *Interpretive Guides* be consulted before distributing the reports.
- The reports should be distributed to parents/guardians no later than October 31, 2010.
- Included in the shipment is a memo regarding a letter to accompany the reports **ONLY** for students who participated in the CRT with a nonstandard accommodation (s).

- Please read the memo and the letter; make copies of the letter, as necessary,
 ONLY for those students with reports that indicate the CRT was administered with a nonstandard accommodation (s).
- You will find that information in the student report on the top of page two. It is below the first graph under the appropriate content area (s) and will read: "Your student was administered the 2010 CRT with a non-standard testing accommodation. For further information please contact your school principal or testing director."
- Please do **NOT** send the letter with all reports.



Planning Ahead for Special Needs

Fall is the time of year to review IEPs, determine accommodations that will be used in classroom and assessments, register students for the CRT-Alternate, and order Braille and large-print versions of the CRT.

Information about ordering Braille and large-print versions will be included in a future issue of *JUMP*.



IEPs and Accommodations

Thanks to Frank Podobnik, OPI Division of Special Education, for contributing the following information.

Each student with a disability must have in place an IEP or 504 plan which describes how the student will participate in the annual statewide assessment. All students with disabilities must participate in the statewide assessment if they are in grades 3 through 8 or grade 10. Most students with disabilities will participate in the CRT using no accommodations or using the standard accommodations available to all students. A few students, because of their unique needs, will take the CRT using non-standard accommodations. It is important for special education case managers to review the IEP determinations for each student with disabilities to ensure that appropriate accommodations will be available during the testing window for the student.



The *CRT Test Coordinator's Manual* and *Accommodations Guidance Memo* describe the various types of standard and non-standard accommodations which are available for students during the testing. The following are the links to the Spring 2010 materials:

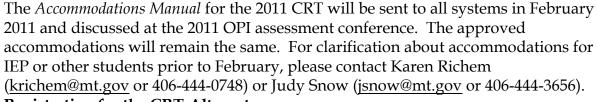
Test Coordinator's Manual:

http://www.opi.mt.gov/PDF/Assessment/CRT/TA/10TestCoordManual.pdf Accommodations Guidance Memo

http://www.opi.mt.gov/PDF/Assessment/CRT/TA/10CRTAccommodClarify.pdf Keep in mind that the specific accommodations to be used with a student with disabilities must be determined by the IEP or 504 Plan team. The following guidelines apply to all situations in which accommodations are used.

It is important that the accommodations used during the testing session reflect
the strategies that are used with the student on a daily basis. This means the
types of accommodations listed for the student's test participation should be the
same types of accommodations that are used with the student in the classroom
setting.

- It does no good to apply an accommodation for the testing session that has not been shown to be helpful to the student previously or to which the student is not routinely accustomed.
- The testing setting is not the place to introduce new strategies to the student. It
 will not help the student perform, will not lead to valid test results, and could be
 a disadvantage to the student.



Registration for the CRT-Alternate

A very small percentage of the population will be administered the CRT-ALT. This form of the CRT is only available to students who have an IEP and who meet the criteria as a student with a significant cognitive disability.

The case managers need to notify the system test coordinator as soon as possible of the students at each grade level that need to be administered the CRT-ALT. The materials for the CRT-ALT take time to produce, and it is important that this task is not put off until the last minute.

Below is a table with the registration windows for students eligible for the CRT-Alternate. It is extremely important that you register students currently enrolled during the first window. After December 2, the windows are specifically for students newly enrolled in your schools.



- Registering your currently enrolled students who are eligible for the CRT-Alternate is essential for the production of the materials kits and other test administration materials and for teacher preparation with the materials.
- All students who are eligible for the CRT-Alternate must be registered for the 2011 administration including students who have been registered for and taken the CRT-Alternate in previous years.

Guidelines for eligibility for the CRT-Alternate are online at http://www.opi.mt.gov/PDF/Assessment/CRT/TA/10How_to_Include_Students_with_Disabilities.pdf

• A link and directions for registration will be in the September 2010 JUMP.

Registration Windows for Students Eligible for the CRT-Alternate

8		
Registration Windows for the Spring 2011 CRT-Alternate		
October 11 - December 1, 2010 For students currently enrolled in your school		
January 3 – January 14, 2011	For students who enroll in your school after December	
	2, 2010	
After January 15, 2011	For students who enroll after January 15, 2011, please	
	contact Judy Snow, 406-444-3656 jsnow@mt.gov	



English Language Proficiency (ELP) Assessment: October 18-November 19, 2010

The following information is to assist systems and schools in preparing for the 2010-2011 administration of the ELP for students identified as Limited English Proficient (LEP).

Karen Richem is the OPI Assessment Specialist who manages the ELP. Her contact information is: krichem@mt.gov or 406-444-0748

- Questar is the testing contractor for the ELP. Contact information for Questar is included in the list of contacts on page 11 of this newsletter.
- All students identified as LEP are required to participate in the ELP including newly enrolled LEP students. And, the LEP status of all identified students must be updated in *AIM*.
- Montana observes the federal definition of limited English proficiency. Both language impact and academic achievement must be considered when identifying LEP students.
- Please consult the definition to assist in identification decisions: http://www.opi.mt.gov/pdf/Bilingual/10JanLEPCriteria.pdf
- In some cases, an LEP student may enroll in a system or school that has not previously served LEP students. For that reason, the system or school will not be on any shipping lists. Please contact Karen Richem for guidance: krichem@mt.gov or 406-444-0748.
- The following table provides important dates and information. Please note the instructions and dates for materials that will not be provided without a special order. These are Beginner Level, Kindergarten, and Braille and Large Print materials.

ELP 2010-2011		
Dates	Details	
August 2 -20 (the window has closed, but please read information regarding additional materials)	 Special Order Items The window to order Beginner, Kindergarten, or Braille/Large Print materials closed on August 20. The May 2010 JUMP provided a "Test Coordinator Checklist" for the 2010-2011 ELP, and a reminder email was sent on July 30, 2010. Both included the ordering window information. If you missed the window or if a student enrolls and needs any of the above materials, please print the additional materials order form at the following link and fax the completed form to Karen Richem at OPI. http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_11 Fax number: 406-444-0743 Those systems or schools did not submit special order items by the August 20 deadline cannot be guaranteed the special order materials. NOTE: Level 2 (intermediate/advanced forms) counts are provided by AIM data. If after materials arrive in September, additional materials are needed, please use the above link to order additional materials. 	
September 3	Questar ships training materials to systems with LEP students identified in AIM as of	

	July 9. Training is an integral step in ensuring a smooth and successful administration. Training materials will also be available online after September 3: http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 11	
September 15- October 28	Enter enrollment and program participation data for LEP students into <i>AIM</i> during the <i>AIM</i> Beginning of Year Collection. This information is used to prepare barcode labels. LEP identification status must be entered in <i>AIM</i> in order to receive a barcode label. Students who enroll after this window will not receive barcode labels. Their information, including state student ID, needs to be bubbled on the answer booklets.	
October 18- November 19	Testing Window	
November 8	Questar ships barcode labels to System Test Coordinators. NOTE: Administration of the ELP should begin before the arrival of the barcode labels.	
December 3	Deadline for ALL materials to be shipped to Questar. All materials shipped to systems and schools must be returned to Questar except training materials. Questar inventories all shipped and returned materials. Any missing materials are considered a serious testing irregularity.	
December 10	ALL materials must be received by Questar.	



2010-2011 Preliminary AIM Data Collection Schedule

<u>Start</u> <u>Date</u>	End Date	<u>Event</u>	<u>Purpose</u>
8/16/10	9/20/10	End of Year Graduate & Dropout for 2009-10 Collection	 Complete data entry for summer graduates and dropouts from 09-10 Modify enrollment end status for students transferring or not returning
9/20/10	10/15/10	Beginning of Year Collection	 Assign/locate state ID for new students Enter 10-11 enrollment record for each student Enter program participation data for each student Verify LEP, Immigrant, meal status, race and other program counts Verify Spec Ed status for all currently enrolled students, status should be accurate as of 10/4/10
10/4/10	10/22/10	Fall Attendance Collection	Collect fall count date aggregate hours & attendance data for all students enrolled on 10/4/10
10/4/10	12/31/10	CTE Fall Collection – Post Grad Status	Enter post grad status and contact date for CTE concentrators that graduated in spring 2010
10/20/10	10/20/10	Dropout and Graduation Verification forms due	Forms printed from OPI Reporting Center, signed by superintendent, and mailed to Andy Boehm

10/29/10	10/29/10	ELP Barcode label info extracted from AIM and Sent to Questar (ELP test window 10/19 to 11/20)	Students enrolled and marked as LEP will receive a label for the ELP test, if that data is entered into AIM by 10/28/10.
11/12/10	11/12/10	End of Year (2009-2010) Snapshot	 Snapshot of all enrollments from 2009-10 year Dropout and Graduate counts finalized CTE Reporting
12/8/10	12/8/10	October (Fall Enrollment) Snapshot	 Snapshot of all students enrolled on 10/4/10 used for: Enrollment counts AYP Attendance Rate (1/2 of calculation) State and Federal reporting (EDEN) Legislative requests
1/10/11	1/28/11	Assessment Registration Collection	 Register students for CRT test Enter/modify enrollment records for all students that have entered or exited since last data entry Student data should be accurate as of 1st day of second semester
2/1/11	2/11/11	Spring Attendance Collection	 Enter/modify enrollment records for all students that have entered or exited since last data entry Enter aggregate hours and attendance data for every student enrolled on February 1
2/3/11	2/3/11	CRT Bar Code Label data extracted from AIM and sent to Measured Progress	 Extract of all students enrolled in grades 3-8 & 10 sent to test contractor for printing bar code labels for CRT assessment. Students not entered into AIM by this date won't receive a label. Testing requirements still apply.
3/1/11	3/25/11	Program Participation Collection	 AYP Sub group calculations Enter/modify enrollment records for all students that have entered or exited since last data entry Student data should be accurate as of test window count date – 3/15/11
3/15/11	3/25/11	Test Window Attendance Collection	 AYP Attendance rate Enter/modify enrollment records for all students that have entered or exited since last data entry Enter aggregate hours and attendance data for every student enrolled on test window count date - 3/15/11
3/1/11	4/29/11	CTE Spring Collection	Identify CTE Concentrators and enter career path data
5/3/11	5/3/11	Testing (AYP) Snapshot	 Snapshot of all students enrolled on 3/15/11 used for : Determining student groups AYP calculation State and Federal Reporting
5/16/11	6/17/11	End of Year Collection	 End all 10-11 enrollments Report 10-11 graduate data Create 11-12 calendars and roll students forward

Font and Color Key

Collection Information Snapshot Information General Information

NOTE: Changes to the collection and/or snapshot dates may occur as other reporting dates change.



The new OPI Reporting Center is the site for posting online CRT and CRT-Alternate Test Results. This site replaces the IRIS site for the CRT/CRT-Alt; however, the IRIS site will continue to hold the NRT test results.

The link to the Reporting Center is https://data.opi.mt.gov/OPIReportingCenter/

- To access CRT Simple Search data, select "Assessment > CRT Simple Search" from the
- To access CRT Secure Search, select the Log In button and supply your current Citrix Log In and password.
- Select "Assessment>Secure Search" from the menu.





Montana Comprehensive Assessment System MontCAS Presents provides online opportunities for professional development. Information and details about the following programs are at the following link: Presents http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 3



Follow the stars below to current professional development programs.



FAME2 is a series of eight recorded online presentations on Formative Assessment.

- The presentations were created and conducted by Margaret Heritage of UCLA and feature Jim Popham, Rick Stiggins, Caroline Wylie, and practicing classroom teachers relating their experiences with formative assessment. Each presentation is approximately 1 ½ hours and can be viewed separately online on demand.
- The presentations are also part of an online class or a renewal unit opportunity, both of which start the week of September 13, 2010.
- Pre-recorded presentations and live professional learning communities are all online for your convenience.
- Text and materials are provided by OPI.
- Registration, information, and the schedule/ syllabus are online; http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 3
 - If you wish graduate credits or renewal units, please check the appropriate box on the online registration form. It is the responsibility of degree-seeking participants to seek approval from their institutions to use this course toward meeting program requirements.
- Register now and get a head start on the reading and the presentations.

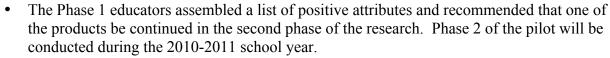
Writing Formative Assessment professional development includes prerecorded presentations on young writers and an opportunity to participate in a pilot of an online formative assessment writing program which includes extensive professional development.

Young Writers



- Introduction to Writing K-5 (5 minutes)
- Writing K-2 (approximately 1 hour)
- Writing 3-5 (approximately 1 hour)
- References and handouts are posted online at the *MontCAS Presents* site: http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 3
- Opportunity for schools to participate in a no-cost-to-schools pilot of an online formative assessment writing program

The Office of Public Instruction has conducted an extensive search for online writing assessment products and services for formative assessment. During the 2009-2010 school year, OPI contracted with four online writing program developers to provide services to a group of Montana schools as Phase 1 of a pilot test.



- The purpose of Phase 2 of this pilot is to gain further experience with the recommended product to inform future decisions on what functions and features of online writing assessment products and services are most beneficial to Montana students and educators.
- Online programs provide immediate feedback to both students and teachers, offer professional development in formative assessment for writing, and record and report student and group data for use by students and teachers. The programs are meant to enhance the writing process and serve as a collaborative tool for students and teachers.
- Teacher and student participants in phase 1 were enthusiastic about online writing programs for formative assessment. See more information about their comments along with the application and guidance at the *MontCAS Presents* link:

 http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_3
- We look forward to your participation. Please call us with questions. Contact information is on page 11 of this newsletter. Thank you.

Best Practices: Standards-Based IEPs

As part of the award of a General Supervision Assessment Grant, the Montana Office of Public instruction has conducted pilots of an online scaffolding CRT for students with IEPs. Another part of the grant is the development of training modules on providing access to the general curriculum for students with disabilities. Those modules are now online on the *MontCAS Presents* site.

- The five presentations were created and developed by Gail McGregor at the University
 of Montana Rural Institute for Disabilities with assistance from the staff of the Mountain
 Plains Regional Resource Center. Presentations range in length from 30 minutes to one
 hour and can be viewed online separately at your convenience or as part of a class or
 renewal unit opportunity.
- In September 2010, registration for and information regarding the online class or the renewal unit opportunity will be online at the *MontCAS Presents* link: http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 3



MARS Training: MARS, the Montana Analysis and Reporting System, is a secure online site with system and school results for the CRT and the CRT-Alternate

- With the exception of the printed student report to be sent home, all the CRT and CRT-Alternate reports are on *MARS*. *MARS* has an interactive feature which can inform and impact classroom instruction and curricula.
- MontCAS Presents provides prerecorded training modules on key elements of MARS. It is recommended that all staff working with MARS view these individually or as a group. The updated modules will be online at the MontCAS Presents link by September 1, 2010. http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1 3



Did you know that OPI offers individualized training on using *MARS*?

The form to request this training is online. Please print and complete the form. Fax and mailing information is included on the form. The link is: http://www.opi.mt.gov/PUB/PDR/Assessment/Forms/TrainsRqst.pdf



Schedule of Test Development Events 2010-2011

Tell your Colleagues ©
You are invited to nominate yourself
and/or a colleague to participate in CRT
development sessions in Helena.

- Training is included at each session
- Lodging is provided for participants living 90 miles or more from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available. For the June meetings, honoraria are provided.
- We look forward to hearing from you soon. Nomination is online at the following link: http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter

2010-2011 Test Development Events			
Date	Event	Participants	
November 16-17, 2010	Passage Review	Elementary middle school and high school teachers including special education and LEP teachers	
April 18, 2011	Bias Review	Elementary middle school and high school teachers including special education and LEP teachers	
April 19-20, 2011	Item Review	Reading and Math teachers, grades 3-8 and 10 Science teachers, grades 4, 8, and 10	
June 28-29, 2011	Field Test Statistical Review	Reading and Math teachers, grades 3-8 and 10 Science teachers, grades 4, 8, and 10	

Testing Contractor Contact Information

The CRT and the CRT-Alternate – Measured Progress, Inc.

Dan Verdick, Montana CRT Program Manager dverdick@measuredprogress.org or 800-431-8901 x2220

Nancy Hall, Montana CRT Program Assistant nhall@measuredprogress.org or 888-792-2741

Tim Greenlaw, Montana CRT-Alternate Program Manager <u>greenlaw.timothy@measuredprogress.org</u> or 800-431-8901x2309

Kevin Froton, Montana CRT-Alternate Program Assistant kfroton@measuredprogress.org or 800-431-8901x2196

English Language Proficiency (ELP) – Questar Assessment Inc.

BJ Vickery, Program Manager bjvickery@questarai.com or 888-854-9596



From the OPI Assessment Staff

Gayle Allen, Administrative Specialist, gallen2@mt.gov, 406-444-3511 Karen Richem, Assessment Specialist, krichem@mt.gov, 406-444-0748 Judy Snow, State Assessment Director, jsnow@mt.gov, 406-444-3656 FAX: 406-444-0743